MINUTES OF MEETING OF THE
BOARD OF COMMISSIONERS

APRIL 18, 2023

THE STATE OF TEXAS	§
COUNTY OF FORT BEND	§
FORT BEND COUNTY EMERGENCY SERVICES DISTRICT NO. 4	§

The Board of Commissioners (the "Board" or the "Commissioners") of Fort Bend County Emergency Services District No. 4 (the "District") met in regular session, open to the public, at 33301 F.M. 1093, Fulshear, Texas 77441, the regular meeting place of the District, on Tuesday, April 18, 2023, at 8:00 a.m.; whereupon, the roll was called of the members of the Board, to-wit:

Ed Krenek	President
Tommy Kuykendall	Vice President
Robert Pechukas	Secretary
Kim Stacy	Treasurer
Daniel McJunkin	Assistant Secretary/Treasurer

All members of the Board were present, except Commissioner McJunkin, thus constituting a quorum. The following District employees were in attendance: Fire Chief Herc Meier; Assistant Chief Wade Goates; Ms. Brandi Crone, Chief Operations Officer ("COO"); and Ms. Karol Bone, Administrative Assistant. Also in attendance were: Ms. Regina D. Adams and Ms. Meredith King (via teleconference), attorneys, and Ms. Raechel Rodriguez (via teleconference), legal assistant, of Radcliffe Adams Barner PLLC (the "Attorney" or "RAB"), attorney for the District; Ms. Carol Morrison (via teleconference) of Municipal Accounts & Consulting, L.P. ("MAC"), bookkeeper for the District; Ms. Natalie Ridley of Breedlove and Co. P.C. ("Breedlove" or "Auditor"), auditor for the District; and Mr. Ricard Martinez (via teleconference) of Martinez Architects ("Martinez").

WHEREUPON, the meeting was called to order at 8:02 a.m. and evidence was presented that public notice of the meeting had been given in compliance with the law. The posted notices of the meeting are attached hereto.

PUBLIC COMMENT

There was no public comment.

APPROVE CONSENT AGENDA

The Board reviewed the items reflected on the Consent Agenda. Commissioner Krenek explained that this portion of the agenda deals with routine matters of the Board, and that no separate discussion of such items would occur unless a Commissioner or a member of the public requests that an item be moved to the regular portion of the agenda.

Upon motion by Commissioner Pechukas, seconded by Commissioner Kuykendall, after full discussion and the question being put to the Board, the Board voted unanimously to approve or authorize the item(s) on the Consent Agenda, as follows:

1. Minutes from the March 21, 2023 and March 30, 2023 Board meetings;

2. Bookkeeper's Report; and

3. Purchase orders.

Ms. Adams entered the meeting at this time.

REVIEW AND APPROVE AUDIT FOR FISCAL YEAR ENDED ("FYE") DECEMBER 31, 2022 (THE "2022 AUDIT")

Ms. Ridley presented to and reviewed with the Board the draft 2022 Audit with the Board. Ms. Ridley answered questions from the Board. Upon motion by Commissioner Kuykendall, seconded by Commissioner Pechukas, after full discussion and the question being put to the Board, the Board voted unanimously to approve the 2022 Audit and authorize its filing with the Fort Bend County (the "County") Commissioners Court.

Ms. Ridley exited the meeting at this time.

DISTRICT REAL ESTATE, DESIGN AND CONSTRUCTION MATTERS:

CENTRAL STATION AND FIRE TRAINING FACILITY CONSTRUCTION

Chief Meier then presented to the Board Change Order ("CO") No. 3 in the amount of $1,080.01 and CO No. 4 in the amount of $100.00 from Datavox, Inc. ("Datavox") related to the installation of audio/visual ("A/V") equipment and services at the Central Station. Chief Meier noted that Datavox would be giving the District a $100.00 Apple gift card to offset the cost of CO No. 4. Upon motion by Commissioner Kuykendall, seconded by Commissioner Stacy, after full discussion and the question being put to the Board, the Board voted unanimously to approve CO Nos. 3 and 4, and authorize District staff to execute same.

Ms. Adams noted that Datavox would need to provide a Form 1295 for each CO.

Chief Meier went on to present to the Board a proposal from Cummins Sales and Services ("Cummins") for planned equipment maintenance in the amount of $19,655.27. Upon motion by Commissioner Pechukas, seconded by Commissioner Stacy, after full discussion and the question being put to the Board, the Board voted unanimously to accept the proposal from Cummins for planned equipment maintenance in the amount of $19,655.27, subject to legal review, and authorize District staff to execute same.

Ms. Crone then updated the Board on the status of furnishings-related purchases.

Ms. Crone reviewed with the Board the reports from Brown Reynolds Watford Architects ("BRW") and Gessner Engineering ("Gessner") regarding the final walk-through of the Central Station. Commissioner Krenek requested further investigation of the tiling cracks noted in Gessner's findings.

CROSS CREEK RANCH ("CCR") STATION DESIGN AND CONSTRUCTION, INCLUDING PAY APPLICATIONS, CHANGE ORDERS AND ALLOWANCE TRANSFERS

Mr. Martinez provided the Board an update on the design and construction of the permanent CCR Station, noting that permits were recently received.

JORDAN RANCH STATION PROPERTY LOCATION AND DESIGN

A discussion ensued regarding the Letters of Intent ("LOI") for the sale of 3.5 acres of land and the purchase of 1.43 acres of land with Johnson Development. Upon motion by Commissioner Kuykendall, seconded by Commissioner Stacy, after full discussion and the question being put to the Board, the Board voted unanimously to approve the LOIs.

FULSHEAR STATION DESIGN

Ms. Crone updated the Board on meetings with PGAL regarding the Fulshear Station design schedule and related agreement.

REQUEST FOR PURCHASE OF WATER LINE EASEMENT AT STATION NO. 3 FROM NORTH FORT BEND WATER AUTHORITY ("NFBWA")

It was noted this matter would be discussed during Executive Session.

ON-DUTY HEALTH ("ON-DUTY") DEPARTMENT PHYSICALS

Ms. Crone presented to the Board a proposal from On-Duty for on-site firefighter health assessments in the amount of $35,150.00. Upon motion by Commissioner Kuykendall, seconded by Commissioner Pechukas, after full discussion and the question being put to the Board, the Board voted unanimously to accept the proposal from On-Duty, subject to legal review, and authorize execution of same by District staff.

EMPLOYEE APPRECIATION IN MAY 2023

Ms. Crone then reviewed various options with the Board for Employee Appreciation events in May. An extensive discussion ensued regarding when such events would be held. It was the consensus of the Board to hold an employee luncheon every Thursday during May 2023 to account for varying shifts. The Commissioners then reviewed their availability to attend the luncheons.

DISTRICT ADMINISTRATIVE REPORT

Ms. Crone reviewed with the Board the District's nutrition program, noting that the nutritionist had met with staff.

Ms. Crone then noted that District staff was preparing for the Summit Fitness test.

Ms. Crone reviewed with the Board communications she had with a developer regarding a request to share in detention at a 6-acre property the District owns. Ms. Crone reported that she told the developer that the District did not intend to develop such property in the near future.

Ms. Adams then reviewed updates from the 88th Session of the Texas Legislature. An extensive discussion ensued regarding the possibility of the District being required to hold Commissioner Elections at the cost of the District.

FIRE CHIEF REPORT

Chief Meier reviewed the Fire Chief Report.

PERSONNEL MATTERS

It was noted that this matter would be discussed in Executive Session.

CONVENE IN EXECUTIVE SESSION

Commissioner Krenek then stated that the Board would enter into Executive Session to discuss personnel and real estate matters.

All meeting attendees, with the exception of all members of the Board present, Chief Meier, Ms. Crone and Ms. Adams, Ms. King and Ms. Rodriguez exited the meeting at 9:03 a.m.

Pursuant to the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended, Section 551.072, regarding real estate matters and Section 551.074, regarding personnel matters, Commissioner Krenek convened the Board into Executive Session at 9:03 a.m. The persons present in the Executive Session at various times were Commissioners Krenek, Stacy, Kuykendall and Pechukas; Chief Meier; Ms. Crone; Ms. Adams; Ms. King; and Ms. Rodriguez.

Ms. Crone, Chief Meier, Ms. Adams, Ms. King and Ms. Rodriguez exited Executive Session at 9:20 a.m.

Chief Meier reentered Executive Session at 10:02 a.m. and exited at 10:36 a.m.

Ms. Crone reentered Executive Session at 10:40 a.m.

RECONVENE IN OPEN SESSION

All meeting attendees still present re-entered the meeting at 11:08 a.m. and Commissioner Krenek reconvened the meeting in open session, at which time the Board took the following action:

Upon motion by Commissioner Kuykendall, seconded by Commissioner Stacy, after full discussion and the question being put to the Board, the Board voted unanimously to approve the COO and Fire Chief evaluations and salary adjustments, as discussed during Executive Session.

Upon motion by Commissioner Pechukas, seconded by Commissioner Stacy, after full discussion and the question being put to the Board, the Board voted unanimously to authorize RAB to negotiate the Water Meter Easement and Temporary Construction Easement with NFBWA, as discussed during Executive Session.

There being no further business to come before the Board, and upon motion by Commissioner Pechukas, seconded by Commissioner Kuykendall, after full discussion and the question being put to the Board, the Board voted unanimously to adjourn the Board meeting at 11:10 a.m.

PASSED, APPROVED, AND ADOPTED this 16th day of May, 2023.

(DISTRICT SEAL)

Secretary, Board of Commissioners